



# Chestnuts Primary School

'Encourage, Enable, Empower'

Tel: 01908 373748

email: [office@chestnuts.milton-keynes.sch.uk](mailto:office@chestnuts.milton-keynes.sch.uk)  
[www.chestnutsprimaryschool.co.uk](http://www.chestnutsprimaryschool.co.uk)

Headteacher: Miss Becky Skillings

Deputy Headteacher: Mrs Katie Robins

Assistant Headteachers: Mrs Sam Sear & Mrs Nicola Tearle

24<sup>th</sup> February, 2020

Dear Parents/Carers

I hope you all had an enjoyable and restful holiday, even if the weather didn't encourage us all to get out too much!

The focus of everything we do at school, is the well-being, happiness, safety and of course education of the children. At the end of the last term, it came to our attention that it would be helpful to remind you all of the ways in which we keep the children safe during their time at school.

## Supervision:

Children are supervised throughout the day by teachers, teaching assistants and support staff, everywhere on the school site from class and playground to lunch times. Children know what the behaviours are that we expect of them at each point in the school day, and where they are supposed to be. On the rare occasion where children find opportunities to run off or hide unexpectedly, we review each individual circumstance and ensure we learn from it to ensure it is not repeated in the future wherever possible.

## Site security:

The school site has three entrances: Buckingham Road, St Clement's Drive and St George's Road. When the children are on site, all the gates are locked. All access is via the main entrance on St Clement's Drive, past two intercoms (including a camera). Every visitor on site must go via the school office, register with them, and wear a badge stating that they are visitors to school. When on site, visitors are accompanied by a member of staff or are a recognised school volunteer who has been formally criminal records checked.

## School drop off:

Buckingham Road and St George's Road entrances are manned by staff and open from 8.30 to 9.00am and then again from 3.15 to 3.30pm for school drop off and pick up.

## Breakfast club:

Only St George's Road entrance is open from 8.00 to 8.15am, and it is manned by staff. Children are taken by parents/carers to the school hall and signed in. Children in Foundation and Key Stage 1 are then escorted, by staff, to their classrooms at 8.40am. Key Stage 2 children join their peers on the main playground to walk into class with them.



Inspiring Futures  
Through Learning



Chestnuts Primary School is part of Inspiring Futures through Learning, a company Limited by Guarantee and registered to  
Fairfields Primary School

Apollo Avenue Fairfields, Milton Keynes MK11 4BA. The company number is 07698904 and is registered in England.



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## After school hours:

The Buckingham Road and St George's Road entrances are shut at 3.40pm, and the St Clement's Drive entrance (through staff car park) is open for parents to collect children after clubs. The staff car park gate is opened at 4pm and parents are asked to buzz the entry gate to the front playground. **Please do not leave the gate open.** Office staff are happy to keep opening the gate on the press of the buzzer, but as we do not have enough staff available at 4.15pm to supervise the gate, it must remain shut.

If you wish to discuss any safety arrangements or other concerns about school with us, we welcome your input and would be happy to meet with you. We always strive to work together with you, for the children.

Yours faithfully,

Becky Skillings  
Headteacher



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